



Loudoun County, Virginia

Division of Procurement
1 Harrison St, SE 4th Floor
Leesburg, Virginia 20175

January 14, 2021

NOTICE TO OFFERORS

ADDENDUM NO. 1

RFQ 352782

The following changes and/or additions shall be made to the original Request for Proposal (RFP) No. 352782, Construction Engineering Inspection Services for Belmont Ridge Road from Truro Parish Drive to Croson Lane. Please acknowledge receipt of this addendum by signing and returning with your proposal.

The purpose of this addendum is to respond to questions received.

Prepared By: s/Samira Mkaimel, CPPB
Contracting Officer

Date: 1/14/2021

Acknowledged By: _____

Date: _____

BEGIN QUESTIONS AND ANSWERS

- Q1** Section 4.0 "Offeror's Minimum Qualifications" sub-section 4.1 outlines what the County considers comparable projects. Would Loudoun County consider completed projects outside of the Northern Virginia District or would ongoing projects within the Northern Virginia District be allowed?
- A1** Loudoun County will not consider completed projects outside of the Northern Virginia District. Only completed projects within the Northern Virginia District are allowed.
- Q2** VDOT LAP policy requires many specific cost accounting measures one of which requires non-salary direct expenses to be mutually exclusive of labor charges (i.e. expenses and labor may not be combined). Does the county intend to modify the language to meet the VDOT requirements for fixed billable rates?
- A2** Follow the LAP Manual (Revenue Sharing Project - UPC #113189), contracts will be fixed Bi-lateral Rates.
- Q3** Per the RFP paragraphs 5.7 Schedule and 6.2 RFP Schedule, the dates for Construction NTP (5/31/2022) and CEI Final Ranking Announcement (4/2/2021) are identified. Please confirm what the County's intent is for this extended duration (14 months). Does the County plan on engaging the selected CEI firm with pre-construction tasks during this time period?
- A3** No, the time lapse between CEI selection and CN NTP is that Utilities are in the process of relocation. These inspections will be done by others.
- Q4** In Section 6.3 it states, "Do not include cost information in your proposal. This information will be requested from the top ranked offeror." Then, in Section 7.6 - Authority to Bind Firm in Contract, the RFP states, "Firm name and authorized signature must appear on proposal in the space provided on the pricing page." Please confirm that there is no pricing page and price/cost is not to be submitted with the RFP response.
- A4** There is no pricing page, and the cost must not be submitted with in the proposal. Firm name and authorized signature must appear on page 38 and 39 of the issued RFP.
- Q5** Can you provide any additional information on the testing and inspection frequencies that will be required of the consultant?
- A5** The testing should be in accordance with the LAP Construction Manual, VDOT 2016 Road and Bridge Specifications, and Virginia Test Method (VTM).
- Q6** Will the consultant be asked to perform Independent assurance inspection and testing?
- A6** There is no Independent Assurance Testing required.

Q7 How many Originals and how many copies of the proposal would the county like submitted?

A7 Please reference the RFP section 7.1.G.

“Each offeror shall submit one (1) original hard copy and one (1) electronic copy (in searchable pdf format) on a USB flash drive of their proposal to the County's Division of Procurement as described herein.”

Q8 The RFQ states that the Senior Inspector is expected to have knowledge of EEO/DBE guidelines and regulations. Will they be required to maintain these documents on a non-federally funded project?

A8 To be determined in negotiations with Top Ranked Firm.

Q9 Office Engineer is listed as one of the staffing categories required. What are the Office Engineer Functions, Features of Work, and Knowledge Skills and Abilities requirements?

A9 Office Engineer:

RFI Management, Submittal Management, Scheduling Meetings, taking Meeting Minutes, coordination with GC, Stake Holders and Public. General Knowledge of Project and Contract Documents, and Project Administration.

END QUESTIONS AND ANSWERS